

904A.4B Executive director of the board of parole — duties.

1. The chief administrative officer of the board of parole shall be the executive director, except as provided in subsection 2. The executive director shall be appointed by the chairperson, subject to the approval of the board, and shall serve at the pleasure of the board. The executive director shall do all of the following:

- a. Advise the board on matters relating to parole, work release, and executive clemency, and advise the board on matters involving automation and word processing.
- b. Carry out all directives of the board.
- c. Hire and supervise all of the board's staff pursuant to the provisions of chapter 8A, subchapter IV.
- d. Act as the board's liaison with the general assembly.
- e. Prepare a budget for the board, subject to the approval of the board, and prepare all other reports required by law.
- f. Develop long-range parole and work release planning, in cooperation with the department of corrections.

2. If an executive director is not appointed as provided in subsection 1, the chairperson shall serve as acting executive director and perform the administrative duties under subsection 1.

89 Acts, ch 282, §5; 2003 Acts, ch 145, §285; 2010 Acts, ch 1190, §28